

CTSA Consortium Steering Committee Meeting
February 16, 2009
1:00 – 2:00 PM ET
Meeting Summary

Link to meeting recording: <https://webmeeting.nih.gov/p46366761/>

CTSA Consortium Reports and Announcements

CTSA Industry Forum, February 17-18, 2010

The registration has closed for this meeting and over 500 participants are expected to attend. The outcomes of this conference will be shared at the next CTSA Consortium Steering Committee meeting.

Those interested in viewing the video cast could access the link:
<http://videocast.nih.gov/FutureEvents.asp>

Update on CTSA Consortium Governance Document

Dr. Hayward provided a status update on the CTSA Governance document, which is currently being reviewed by the Governance group. The current version of the Governance document dates from April 2009 and provides organizational and operational information including roles and responsibilities of Consortium members (CTSA and NIH). NCRR is responsible for writing and maintaining current updated version and works with a Governance group comprised of members of CCEC to update document. All proposed changes require CCSC approval.

The guiding principles for the document are as follows:

- Consortium decision making authority rests with the CCSC that has 2/3 PI and 1/3 NIH members
- CCEC/CCSC approval is required for all Consortium decisions
- CTSA Operations are guided by CTSA Governance document

On financial resources, the following are the key points:

- NCRR has sole authority and responsibility for its un-awarded NIH funds
- CTSA sites and the CCSC have responsibility for productive use of awarded funds within the scope of the proposal. New activities may require the pursuit of new sources of funds

The goal of the document is to address governance and operations, possibly through two separate files; however, this is not the time to “split” it into two documents. At this point, it is needed for PIs to engage on many of the SGC “role” questions that have come up and there is a need to address foundational principles before the group can address the operational aspects

of the Consortium. Ultimately, the Governance document will address the “What” and the Operations Guide will address the “How” of accomplishing the goals of the CTSA Consortium.

Dr. Iris Obrams leads the effort on revising the Governance document and is seeking input from the Governance group, which is comprised of Gordon Bernard, Gary Hunninghake, Becky Jackson, Walter Koroshetz, and Anthony Hayward. The plan is for the document to be updated after the CTSA Consortium Executive Committee meeting on February 25-26; thereafter, the document will go to the CTSA Consortium Steering Committee for final edits and endorsement.

CTSA Clinical Services Core (CSC) Group

Dr. Peter Stacpoole has stepped down as one of the co-Chairs; therefore, there is an opportunity for anyone interested to volunteering for the role of co-Chair with Dr. Don McClain. If there are multiple volunteers, then an election will be held to elect the co-Chair. It was decided that non-PIs could serve as the co-Chair.

CTSA Consortium Executive Committee Face-to-Face Meeting

Dr. Julian Solway presented the draft agenda of the upcoming CCEC face-to-face meeting and sought input from participants on issues that should be addressed at this gathering. He noted up to three quarters of the Executive Committee are expected. The broad outlines of the agenda with the proposed lead discussants were reviewed with participants. It was suggested that the following items be addressed:

- Strategic goals: the process for their identification, adoption and evaluation
- Strategic goals that the Consortium should pursue in the future
- Committees and projects: need, evaluation, management
- Contribution from the Consortium Management Group
- Kost/Schuff Request – Regulatory Knowledge designation (Clinical Research Management and Clinical Services)
- Refining governance
- Update on communication plans

The meeting will be open to all those able to participate, including through a web conference link. Dr. Alving suggested a more detailed agenda be developed to clarify the duration and purpose of each session and the person(s) responsible for achieving outcomes from each segment. It was agreed that NCRR will assist the CCEC in developing the agenda further to reflect suggestions from this discussion. In addition, a report will be shared after the meeting to capture key points and recommendations.

Overview of the Consortium Management Group

Dr. Kameha Kidd presented an overview of the Consortium Management Group (CMG) and the key milestones since its inception in September, 2009. After identifying priorities last

November, the CMG has started to execute on these to include aligning with Strategic Goal and Key Function Committees to update project inventory and prepare data for project tracking tool and reporting. Each member of the CMG is assigned to liaise with SGCs and KFCs to ensure close coordination and tracking of activities and projects.

At the upcoming CCEC meeting, the CMG will present progress to date, present plans for project tracking, present reports drafted from the project inventory, and collect feedback on draft reports and plans for communication with the CCEC. In addition, the CMG plans to provide quarterly reports to the CCEC including:

- Descriptive statistics
- Breakthrough projects
- Red flagged projects
- Potentially high impact completed projects
- Listing of consortium requests for information

The CMG uses the CTSA wiki to collaborate on various activities and projects. The February CTSA e-Newsletter also had an article on the CMG and its wiki site, which can be access via <https://www.ctsawiki.org/wiki/x/Z4DqAQ>.

Updates (as needed) from Strategic Goal Committees

Strategic Goal 2: Training & Career Development of Clinical & Translational Scientists

Dr. Tom Pearson briefed on the SGC 2 two-day meeting in Bethesda on January 27-28, 2010. The first day was a joint meeting between the CTSA Education and Training Committee leadership and NIH training representatives. The discussion primarily focused on mentoring. There were also discussions and recommendations on topics such as “protected time,” tenure length, loan forgiveness, and conversion to R awards. The group reached consensus regarding key recommendations to pursue to reduce the attrition rate for physician scientists. The recommendations addressed common barriers and challenges facing clinicians conducting patient-oriented research and they encompass three areas, mentoring, training mechanisms, and institutional initiatives.

The second day of the meeting focused on the following objectives:

- To provide important updates concerning the ongoing strategic goal projects, new activities planned for the year, and perceived challenges for meeting deliverables.
- To identify synergies between ARRA supplement awards and Strategic Goal #2
- To discuss the objectives, vision, and integration of parallel projects for training and career development

The group agreed to further pursue the identified areas in SGC 2 and the Education KFC. Outcomes of this meeting will be shared at the CTSA Industry Forum, February 17-18.

Strategic Goal 3: Enhancing Consortium-Wide Collaborations

Transition is underway for the leadership of this SGC. Drs. Gordon Bernard and Anantha Shekhar will join Dr. Steve Reis as the co-Chairs of this Committee. The Research Networking Subgroup plans to meet on Thursday, January 21, 2010 and will be able to provide an update on its activities at the next CCSC meeting. The Inventory Resource Subgroup is closely aligned with the IKFC subgroup on Inventory Resource Web Presence and it is developing a Query Tool capability. More information will be forthcoming after this Group holds its next meeting.

Strategic Goal 4: Enhancing the Health of Our Communities & the Nation

There is much activity underway to move towards the goals set by members of the Strategic Goal Committee. For SGC 4B, a white paper on Clinical and Translational Science is being drafted and will be shared when it is ready. In addition, a Stakeholder meeting is planned for later in the spring. More information and a progress report will be shared at the next meeting.

Strategic Goal 5: T1 Translational Research

Dr. Eric Topol noted that planning is underway for a meeting in June on T1; the agenda will be shared when it is ready.

Child Health Oversight Committee

Dr. Mary Purucker provided an update on the initiatives of the CC-CHOC, which included holding a quarterly webinar last week. An R13 grant was approved and the funds will cover the CC-CHOC's upcoming annual face-to-face meeting in Vancouver on Friday, April 30, 2010. It was noted that Vanderbilt University has assisted in the development of a REDCap database to allow each institution to enter data from the Metrics of Success pilot. The database will be finalized in the next month.

Other Business

- The 2010 CCSC Face-to-Face meeting will be on October 6-7 in Bethesda, MD. More information will be shared in the near future.

The next meeting of the CCSC is Tuesday, March 16, 2010, 1:00-2:00pm, ET